



**Nancy S. Grasmick**  
**State Superintendent of Schools**

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March 31, 2006

Dear Superintendent of Schools:

This letter is to encourage your participation in this year's "Child Nutrition Employee Appreciation Week," May 1-6. This special week is a time to honor the food and nutrition service personnel who prepare and serve nearly 89 million meals to Maryland students each school year.

Researchers have identified a clear link between good nutrition and peak academic performance. As the food and nutrition service personnel in your schools serve breakfast and lunch each day, they are helping to prepare your students to do their best work in the classroom. At the same time, they are helping children learn good eating habits by serving well-balanced meals in appropriate portions. They routinely encourage children to try something new or to pick up a piece of fresh fruit or a carton of milk to round out a meal.

The past year has brought a great deal of change to the school nutrition programs. Consistent with the federal requirement for a local wellness policy, Management and Operations Memorandum 12 (MOM 12) requires each school system to establish a nutrition policy for implementation no later than the first day of the 2006-2007 school year. Food and nutrition service employees have been instrumental in designing and implementing nutrition policies that meet the MOM 12 requirement and fulfill the federal requirement for a more comprehensive local wellness policy.

A list of suggestions and a sample proclamation that may be helpful in planning your local "Child Nutrition Employee Appreciation Week" or a special day of recognition are enclosed. I am certain your food and nutrition service personnel will appreciate your efforts to recognize the daily work they do to enhance the well-being of students throughout Maryland.

Sincerely,

Nancy S. Grasmick  
State Superintendent of Schools

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Enclosures

c: Food and Nutrition Service Supervisor

SUGGESTIONS  
"Child Nutrition Employee Appreciation Week"

1. Hold an annual ceremonial occasion to honor staff. Give staff adequate advance notice to invite a limited number of guests.
2. Request the Local Board of Education to adopt a resolution to "salute personnel."
3. Prepare the students ahead of time to give the staff a standing ovation and a big round of applause as the principal introduces them at lunch time.
4. Send each employee a letter of appreciation.
5. Make a "compliment box" where students and faculty can deposit notes of appreciation. Designate a representative to present the notes to staff.
6. Send information on special events to the media. Ask local media to do a public service announcement thanking staff for their efforts.
7. Honor personnel with a reception or a dinner.
8. Personally award special citations for extraordinary achievements.
9. Present Years of Service and Attendance awards.
10. Give a personal symbol of appreciation, perhaps a card with a flower or other token of appreciation.
11. Sponsor attendance of a selected employee to the State or national School Food Service Association Conference.
12. Send a press release to the media announcing your "Child Nutrition Appreciation Employee Week."
13. Recognize certified employees.
14. Have photographs taken of special events and use them for publicity.
15. Announce the week on the signs in front of your school.

## Sample Proclamation for Superintendents

### “Salute to Child Nutrition Employees Week”

WHEREAS, the school dining room and the service provided by its personnel to students, faculty, and other staff are an integral part of the operation of Maryland public schools; and

WHEREAS, the over **(number of meals)** healthful meals that are served to **(local school system)** children under the National School Lunch and School Breakfast Programs each day are only partial testimony of the valuable contribution made by school food and nutrition service personnel; and

WHEREAS, School Food and Nutrition Service personnel deserve to be recognized for their dedication and continuing commitment to feeding and educating students and offering a variety of nutrition services to the community; now, therefore, be it

Resolved that I, **(Superintendent or school board)**, do hereby proclaim May 1-6, 2006, to be set aside as “Child Nutrition Employee Appreciation Week” in **(local school system)** and commend this observance to all our citizens.